

GENERAL DEFINITION OF WORK:

Communicate with and provide training and support to school administrators and teachers related to SOL instruction and assessment, SOL accommodations, and alternate/alternative state assessments; does related work as required. Work is performed under general supervision.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:**Provides instruction to students in accordance with the Special Education program.**

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Communicate with and provide training and support to school administrators and teachers related to SOL instruction and assessment, SOL accommodations, and alternate/alternative state assessments;
- Collaborate with instructional supervisors regarding instruction on the Standards of Learning, SOL accommodations, and IEP forms as related to state and district assessments;
- Collaborate with diagnosticians and psychologists regarding criteria for SOL accommodations;
- Communicate with parents regarding Virginia assessments as they relate to students with disabilities;
- Communicate with day and residential placement facilities regarding SOL testing and/or alternate/alternative assessments;
- Serve as the local test administrator for assessments in literacy and numeracy for the modified standard diploma;
- Serve as the liaison between the division director for testing and the special education department;
- Supervise and schedule Extended School Year services.
- Maintains and upholds School policies and procedures.

KNOWLEDGE, SKILLS AND ABILITIES:

Considerable knowledge of child growth and development. Excellent written and oral communication skills and strong organization skills to maintain records related to state and local testing required. Background knowledge in the areas of Virginia alternate/alternative assessments required. Experience teaching students with mild and moderate disabilities and assistive technology preferred.

EDUCATION AND EXPERIENCE:

A Bachelor's Degree from an accredited College or University is required; must possess or be eligible for a Virginia Teaching License. Must have an endorsement in Special Education.

PHYSICAL REQUIREMENTS:

This is sedentary work requiring the exertion of up to 10 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects; work requires fingering, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for preparing and analyzing written or computer data, determining the accuracy and thoroughness of work and observing general surroundings and activities; the worker is not subject to adverse environmental conditions.

SPECIAL REQUIREMENTS:

None

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.